



ಕರ್ನಾಟಕ ರಾಜ್ಯಪತ್ರ

ಅಧಿಕೃತವಾಗಿ ಪ್ರಕಟಿಸಲಾದುದು
ಬಿಬಿಇ ರಾಜ್ಯ ಪತ್ರ

ಭಾಗ - IV-A	ಬೆಂಗಳೂರು, ಮಂಗಳವಾರ, ಜುಲೈ ೧, ೨೦೧೪ (ಆಷಾಡ ೧೦, ಶಕ ವರ್ಷ ೧೯೩೬)	ನಂ. ೪೩೬
Part - IV-A	Bangalore, Tuesday, July 1, 2014 (Ashadha 10, Shaka Varsha 1936)	No. 436

EDUCATION SECRETARIAT

NOTIFICATION

No. ED 154 DCE 2013, Bangalore, Dated: 01-07-2014

Whereas the draft of the Karnataka Civil Services (Regulation of transfers of Staff of Department of Collegiate Education) Rules, 2014, was published as required by sub-section (1) of Section 17 of the Karnataka Civil Services (Regulation of Transfers of Staff of Department of Collegiate Education) Act, 2012 (Karnataka Act No. 06 of 2013) in Notification No.ED 154 DCE 2013 dated 28th February 2014 in Part-IV (A) of the Karnataka Gazette (Extraordinary) dated 28th February 2014 inviting objections and suggestions from all persons likely to be affected thereby within thirty days from the date of the publication of the draft in the Official Gazette.

Whereas the said Gazette was made available to the public on 28th February 2014.

And whereas objections and suggestions received have been considered by the State Government.

Now, therefore in exercise of the powers conferred by sub-section (1) of Section 17 of the Karnataka Civil Services (Regulation of Transfers of Staff of Department of Collegiate Education) Act, 2012 (Karnataka Act No. 06 of 2013) the Government of Karnataka hereby makes the following rules, namely:-

RULES

1. Title and commencement.- (1) These rules may be called the Karnataka Civil Services (Regulation of Transfers of Staff of Department of Collegiate Education) Rules, 2014.

(2) They shall come into force on the date of their publication in the official Gazette.

2. Definitions.- (1) In these rules, unless the context otherwise requires,-

(a) "Act" means the Karnataka State Civil Services (Regulation of Transfer of Staff of Department of Collegiate Education) Act, 2012;

(b) "Government" means the "State Government of Karnataka";

(c) "Proforma" means proforma appended to these rules;

(d) "Project" means a research work awarded to a teaching staff by UOC, State Government or Statutory Agency for a specific period;

(e) "Serious Ailments" means,-

- (i) List of diseases as notified by the Government in case of employee;
- (ii) List of diseases as notified by the Government in case of employee's spouse and children.

(2) Other terms and expressions used, but not defined in this rules shall have the same meaning assigned to them in the Karnataka State Civil Service (Regulation of transfer of Staff of the Department of Collegiate Education) Act, 2012 (Karnataka Act No. 06 of 2013).

3. Minimum length of service required to be completed by a staff.- The minimum length of service required to be completed by a staff in any Zone to become eligible for transfer in any Zone shall be as stipulated below-

TABLE

		Minimum length of service to be completed in any zone to become eligible for transfer
1.	Principal Grade-I (UG) or Principal Grade-II (PG)	04 years
2.	Group-B Teaching and Non-teaching staff	05 years
3.	Group-C Non-Teaching Post	06 years
4.	Group-D Non-Teaching Post	08 years

4. Transfer of Principal, teaching or non-teaching staff (excluding Group-D) in the interest of public service.- The teaching and non-teaching staff who have completed minimum number of years of service as stipulated in rule 3 shall be transferred by preferring persons who have completed more number of years of service in a particular place or zone commencing from Zone A and these vacancies shall be published and filled up, by the procedure of computerized counselling as prescribed in rule 11.

5. Procedure for compulsory appointment in Zone-C.- (1) The number of vacancies equivalent to the number of initial appointments to be made shall be created in Zone-C as prescribed under section 3 of the Act. In the case of sufficient vacancies are not available, the number of posts to be filled has to be created by transferring the incumbent staff in the same cadre, by the procedure of counselling as laid down in rule 11. The number of vacancies so created has to be notified and uploaded on the website on the Department for general information.

(2) After completion of the process as laid in rule 11, the process of computerized counselling for the new appointments have to be taken up in the order of priority which shall be by his seniority, however in case of candidates who belong to Physically Challenged category, shall be given preference for counselling irrespective of their seniority.

6. Procedure for compulsory posting on promotion in Zone-C.- (1) The number of vacancies equivalent to the number of promotions to be made shall be created in Zone-C as envisaged in rule 4 of these rules.

(2) **Order of priority.-** The Order of priority of posting on promotion through computerized counselling shall be as given below:-

- (i) Physically challenged;
- (ii) Serious ailments of spouse and children;

- (iii) In the case of spouse being Government employee;
- (iv) Widow;
- (v) General Cases.

7. Exemption from transfers.- Transfers of Principal, teaching or non-teaching staff have been exempted in the following cases.-

(1) A Principal, teaching or non-teaching staff who has less than two years of service for superannuation shall not be transferred outside the limits of his/her working Zone unless on his/her request.

(2) The transfer of any probationer should not be made until satisfactory declaration of the probationary period. Thereafter, they shall be transferred subject to provision of this rule.

(3) A teaching staff who has undertaken a project shall not be transferred for a maximum of three years or till the completion of project, whichever is earlier (proforma-7)

8. General transfer period.- All transfers whether on public interest or on request may be done between the month of March and June in a calendar year or as notified by the Government.

9. Restriction on transfer.- (1) The percentage of Transfers to be made under special category shall be as specified below, namely:-

TABLE

Sl.No.	Category	Percentage of transfers
1.	General cases	4%
2.	Spouse cases	1%
3.	Widow Cases	1%
4.	Physically challenged cases	1%
5.	Serious ailments	1%
Total		8%

Provided that, if no eligible candidates are available in any of the above mentioned categories (excluding general cases) the competent authority shall re-appropriate the percentage reserved for the category to general category.

10. Exception to the tenure.- (1) In the case of transfer, with the exception of general cases the minimum period of stay in a place or zone, is relaxed by 2 years in respect of special cases enlisted in item 2 to 5 of the Table under rule 9.

11. Procedure for conducting computerized counselling.- (1) The time-table for conducting computerized counselling for transfer of Principal, teaching and non-teaching staff on request and in public interest must be prepared and published as follows, namely:-

(a) The subject-wise workload available, the subject-wise sanctioned, working strength and vacant posts and other details shall be submitted by all Principals in the prescribed Proforma-1;

(b) Publication of notification enumerating vacancy of Principal, teaching and non-teaching posts (Proforma-2);

(c) Last date for submission of applications for transfer on request;

(d) Scrutiny and certification of applications submitted;

(e) Publication of provisional merit list;

(f) Last date for filing of objections;

(g) Publication of final merit list.

(2) Application for transfer.- The Principal, teaching and non-teaching staff desiring for transfer shall submit application to competent authority in the Proforma-3 and the correctness of information furnished in the application has to be verified and certified by concerned reporting authority. If the information furnished in transfer application is found to be incorrect, then suitable disciplinary action shall be taken against the applicant as per Karnataka Civil Services (Control, Classification and Appeal) Rules, 1957. After verification of the application, the data is to be computerized.

(3) Preparation of priority list.- (a) The priority list of staff pertaining to any cadre shall be prepared based on the number of years served in a particular place or zone in descending order. If the number of years served is equal the seniority based on the last operated gradation list shall be considered and the senior would have precedence in the counselling.

(b) While preparing the Priority list of staff pertaining to any cadre as per sub-rule (a), the said list shall be prepared as per the following order of priority

- (i) Physically challenged;
- (ii) Serious ailments of spouse and children;
- (iii) In the case of spouse being Government employee;
- (iv) Widow;
- (v) General Cases.

(c) The Competent Authority shall prepare provisional priority list in Proforma-4 as per procedure enumerated above and notify the same for submission of objections within period of seven days on website. On receipt of objections from Principal, teaching and non-teaching staff, they may be considered or rejected on basis of its validity and the final priority list shall be published in Proforma-5.

(4) Transfers in public interest through process of computerized counselling.- The teaching or non-teaching staff on the receipt of the notice in Proforma-6 shall appear to the counselling centre in the order of priority to select any of the posts displayed within the allotted time. In the event of the staff not appearing for counselling in the stipulated time or appears for counselling and fails to select any of the post in the stipulated time, then the Competent Authority is empowered to transfer and post the staff against the available vacancy at the end of the counselling.

(5) Transfers on request through process of computerized counselling.- The applicant on the receipt of the notice in proforma 6(a) shall appear to the counselling centre and select any of the posts displayed within the allotted time. In the event of the applicant not appearing for counselling or appears and fails to select a place in the stipulated time, He/she shall be continued in the existing working place.

(6) Intimation of counselling.- The date, time and venue of the counselling shall be intimated to the applicant in Proforma by Registered Post, Acknowledgement due and also be published in the website.

(7) Publication of the time table, notices and all proformas.- The subject-wise and cadre-wise list of vacant posts to be filled by transfer identified by competent authority, time table, notices and all proformas shall be displayed on notice board of all the colleges, regional offices and Commissionerate as and when issued.

(8) Issuance of Orders.- The Competent Authority shall issue transfer order to the applicant against the post selected immediately on counselling and remove the selected post from the vacancy list. The copies of transfer order shall be sent to the concerned Principals of First Grade Colleges and Regional Joint Director and also be published on the notice board of the office as stated in sub-rule(7).

PROFORMA-2

[see Rule 11 (1)(b)]

Department of Collegiate Education Vacancies

The Commissioner of Collegiate Education hereby notifies the vacancies available for transfer and counselling under the rule-11 (1) (b) of the Karnataka Civil Services (Regulation of Transfers of Staff of Department of Collegiate Education) Rules, 2014.

Sl. No.	Name of the College	Name of the post Vacant	Vacancy arised due to

Date:

Commissioner for Collegiate Education

PROFORMA-3

[see Rule 11 (2)]

**Department of Collegiate Education
General Transfer Application for 20__ & 20__**

1	Name of the Applicant			
2	Designation (Subject to be mentioned in case of teaching staff)			
3	Date From which working in the present College /Office			
4	Date of Birth			
5	Date from which working in the present place (irrespective of cadre)			
6	Details of services rendered previously till date	Previously served place	From	To
7	Places requested for transfer	1. 2. 3.		
8	Reasons for transfer	(A) Serious Allments Self Spouse/Children (B) Physically Challenged (C) Widow (D) Couple cases-Both Govt. Employees (E) General transfer cases		

A. Serious Ailments(i)

Name

Nature of ailments

Suffering since.....years

Certificate by Medical Board

I, certify that Sri/Smt..... aged about..... is suffering from..... disease as per serious ailment (i) defined in Karnataka Civil Services (Regulation of Transfers of Staff of Department of Collegiate Education) Rules, 2013.

Medical Records enclosed

- 1.
- 2.
- 3.

It is also certified that the treatment is not available in the present place of working of the Government employee. The nearest place to the present work station where the treatment available is mentioned below:

- 1.
- 2.

Dist. Medical Board
(Signatures with Seal)

Serious Ailments (ii)

Name:

Wife/Son/daughter:

Nature of ailment:

Certificate by Medical Board

We, certify that Sri/Smt..... aged about Wife/Son/Daughter of Sri/Smt..... is suffering from..... disease as per serious ailment (ii) as defined in Karnataka Civil Services (Regulation of Transfers of Staff of Department of Collegiate Education) Rules, 2013.

Medical Records enclosed

- 1.
- 2.
- 3.

It is also certified that the treatment is not available in the present place of working of the Government employee. The nearest place to the present work station where the treatment available is mentioned below:

- 1.
- 2.

Dist. Medical Board
(Signatures with Seal)

B. Physically/Mentally Challenged:

Affix here recent photograph showing the disability duly attested by _____ Medical Superintendent/CMO/ Head of the Hospital (with seal)

Certificate No: _____

Date: _____

This is to certify that Mr./Ms _____

Son/daughter of Mr./Ms. _____ Age _____

Male/female, Registration No. _____ is a case of _____ He/She is physically disabled/visual disabled/speech and hearing disabled/having mental retardation/leprosy cured and has % (_____ percent) permanent (physical impairment/visual impairment/speech and hearing impairment etc.) in relation to his/her _____

Note:

This condition is progressive/not progressive/likely to improve/not likely to improve*.

1. Re-assessment is not recommended/ is recommended after a period of _____ months/years*.

(*Strike out whichever is not applicable)

Signature of Dr.
Name of Dr.
Specialization
Seal with Degree
(Member, Medical Board)

Signature of Dr.
Name of Dr.
Specialization
Seal with Degree
(Member, Medical Board)

Signature of Dr.
Name of Dr.
Specialization
Seal with Degree
(Member, Medical Board)

Signature/Thumb impression of Patient

Countersigned by the
Medical Superintendent/CMO/Head of Hospital (with seal)

C. Widow:

I.....State that my husband is deceased and I have not remarried till date and I have enclosed the certificate by the competent authority to support the above.

Enclosure: Tahsildar's Certificate.

Signature

D. Spouse cases:

1. Name of the Government Staff
2. Name of the spouse
3. Place of working& working as
Since.....
4. Employee Code...../KGID No/Metal No

Certificate by Reporting Authority

I certify that, Sri/SmtWife/husband of Sri/Smt.....is working asin the place..... since..... years in this Office/Department.

Signature of the Applicant

I, Certify that the above given particulars are true and correct as per the Service Register and Records of the applicant, verified by me.

Date

Signature of the Principal with Seal

Note:

1. Staff seeking transfer under special cases should enclose (a) certificate of Serious Allment 1 or 2
(b) Certificate for Physically Challenged
(c) Certificate for widow (d) Certificate for Spouse cases.
2. Application received through proper channel will only be considered.

PROFORMA-7

[see Rule 7 (3)]

Department of Collegiate Education

Name of the College:

Proforma showing the details of lecturers who are assigned project

Sl No	Name with designation	Subject	Date of Birth	Date from which working	Details of project (minor/major) awarded and duration	Whether awarded by UGC/ State Govt./ Statutory Body	Amount allotted through UGC/ State Govt./ Statutory Body	Remarks
1	2	3	4	5	6	7	8	9

Date:

Signature of the Principal